Revision



Lesson 8 : Sharing information

Compare between intranet network and internet :

Intranet	Internet
- An intranet is used to share in a closed network.	- The internet is used to share over the web.
- It is more secure. 	- It's less secure. 

Lesson 2 : Protecting ourselves and our information

To keep your PII safe

To keep your PII safe :

1. Limit the personal information you share online.
2. Don't sign up for a website if it asks for too much personal information.
3. Use different strong passwords.
4. Use anti-virus software.
5. Update your devices regularly.

Back up your data

To back up your data you can use :

1. Some apps and software programs that back up data automatically.
2. **A data-storage devices such as :**
   - flash drive
   - external hard disk drive
3. A hybrid backup is a safer way to back up and store files.
4. The hard disk has more space than the Flash Memory.

Revision

on Lessons 3



Lesson 3 : Password security

Phishing and Smishing

- Phishing and smishing are ways used by hackers to get your password.
- Phishing is a message via e-mail or social media that looks real, but isn't.

Types of phishing scam :

1. A message which says that you have won a prize, but have to give your bank account details.
2. When an attachment, or a file is opened data-stealing software is installed on the person's computer, or the user is asked to enter sensitive information such as bank account details.

- Ways of identifying phishing messages :
  1. include misspelled words and grammar errors.
  2. include requests for too much personal data.
- Smishing is the same thing but it is a text message instead of an e-mail.

General Exercises

On Lesson 8



▸ If you got 🔴 you need to revise the lesson again.

قم بتقييم نفسك بالعلامات الموضحة وإذا حصلت على 🔴 (غير جيد) قم بمراجعة الدرس مرة أخرى من الصفحة السابقة.

🟢 جيد جدا
🔴 غير جيد

1. Previous Exams تدريبات من الامتحانات السابقة

1 Put (✓) in front of the correct sentence and (×) in front of the wrong one.

1. The internet is used to share over the web and is more secure. (الجيزة - أبو نمرس) ( )
2. You can add or subtract any data using Microsoft Excel. (الجيزة - 6 اكتوبر) ( )
3. To sort the information in alphabetical order by Excel, go to the toolbar then click on data then click on sort. (سوهاج - جهينة) ( )

2 Choose the correct answer from a, b, c or d.

1. .... is a program to create graphs. (الجيزة - أبو نمرس)
   a. Word b. Excel c. E-mails d. PowerPoint
2. To create a simple formula in a cell, first type the .... , this tells Excel you are creating a formula. (الجيزة - 6 اكتوبر)
   a. sign "=" b. sign "x" c. sign "/" d. sign "+"
3. The program .... is used to perform simple formulas. (الجيزة - كرداسة)
   a. Excel b. PowerPoint c. Word d. Paint
4. To add any two numbers in Excel, select the cell and write a mark .... (الجيزة - أوسيم)
   a. quotation " " b. equals = c. brackets ( ) d. subtract (–)
5. Network used to share information and less secure is ....
   a. network b. internet c. intranet d. none of them

2. El Moasser Exercises تدريبات كتاب المعاصر

3 Choose the correct answer from a, b, c or d .

1. .... is used to sort data alphabetically and organizing data.
   a. Excel b. Word c. PowerPoint d. Paint
2. To type a formula in a cell in Excel program, type .... at the beginning of equation.
   a. + b. - c. = d. ?
3. The .... is used to share over the web and is less secure.
   a. internet b. intranet c. network d. closed network
4. .... is used to share in a closed network and is more secure.
   a. Internet b. Intranet c. Network d. Open network
5. When a cell is in column A and the fourth row, the cell is called ....
   a. A4 b. 4A c. A4A d. A5
6. If you want to calculate the sum of values in cells A1 , A2 and A3, we write the formula ....
   a. =A1+A2+3A b. =AAA+123 c. =A1+A2+A3 d. A1 + A2 + A3 =

4 Read and correct words between brackets.

1. (LAN) is used to share over the web and is less secure. (.............)
2. (Columns) in Excel are labeled with letters. (.............)
3. (/) symbol means multiplication in Excel program. (.............)

5 Put (✓) in front of the correct sentence and (×) in front of the wrong one.

1· The intranet is used to share over the web and is less secure· ( )
2· Rows in Excel are labeled with letters· ( )
3· The cell B5 is located in column (5) and row (B)· ( )
4· The internet is used to share in a closed network and is more secure· ( )
5· Columns in Excel are labeled with numbers· ( )
6· The intranet is a private information for sharing information· ( )
7· The data in Excel program can't be arranged alphabetically· ( )
8· The internet is used to share information and is less secure· ( )
9· In Excel program the symbol (=) is used at beginning of writing in a cell to refer to calculation process· ( )

6 Match each symbol with the correct meaning·

The Symbol	The meaning
1. +	☐ Subtraction
2. *	☐ Division
3. /	☐ Multiplication
4. –	☐ Addition

7 Answer the following formula.

Suppose cell A1 has a value of 10 and cell B2 has a value of 2

- = A1 + B2 ....
- = A1 / B2 ....
- = A1 - B2 ....
- = A1 * B2 ....
- = A1 + A1 ....
- = B2 + B2 ....

قم بتلوين الدائرة باللون
المناسب لمستواك.



General Exercises
On Lesson 2



▸ If you got 🔴 you need to revise the lesson again.

قم بتقييم نفسك بالعلامات الموضحة وإذا حصلت على 🔴 [غير جيد] قم بمراجعة الدرس مرة أخرى من الصفحة السابقة.

ممتاز 🟢 جيد جدا
جيد 🔴 غير جيد

1. Previous Exams تدريبات من الامتحانات السابقة

1 Put (✓) in front of the correct sentence and (x) for the wrong one.

1. Strong passwords contain letters and numbers only. [الجيزة - كرداسة] ( )
2. We don't need a strong password to protect our personal data. [الجيزة - أبو نمرس] ( )
3. You shouldn't sign up to a website that asks for a lot of personal information. [الجيزة - الهرم] ( )
4. Hybrid back up is a safer way to back up and store files. [المنوفية - سرس الليان] ( )
5. An anti-virus helps you keep your personal data safe. [منيا - سمالوط] ( )
6. Anti-virus software is ineffective to protect its owner from the dangers of the internet. [المنوفية - قويسنا] ( )

2 Choose the correct answer from a, b, c or d.

1. .... use the internet to break into a computer system. [الأقصر - الأقصر]
   a. Students b. Hackers c. Teachers d. Thieves
2. You can keep your files from viruses or loss by making .... [المنوفية - شبين الكوم]
   a. back up b. off device
   c. personal information d. none of them
3. We can back up our important files using .... [المنوفية - شبين الكوم]
   a. GPS b. external hard drives
   c. password d. all of the above
4. Back up copies of files are created on .... [الغربية - الغربية]
   a. Flash Memory b. external hard disk
   c. both a & b d. GPS
5. .... means make another copy of your work to keep it safe. [القاهرة - السادات]
   a. Copyrights b. Back up c. Save d. PII

3 Complete the sentences with appropriate words in brackets.

(virus – hacker – software)

1. The .... tries to take the bank account number of an adult to steal his money. [الجيزة - الهرم]
2. Hackers can send .... [الجيزة - كرداسة]

2. El Moasser Exercises تدريبات كتاب المعاصر

4 Choose the correct answer from a, b, c or d.

1. .... can use someone's email address and password to send a virus to all the email addresses in your email account.
   a. Hackers b. Biologists
   c. Computer engineers d. Teachers
2. ...., such as your name, address, date of birth, and your passwords, is your personal information.
   a. PPII b. PII c. IP d. PC
3. 🕮 The strong password should contain ....
   a. letters only b. letters & numbers
   c. letters, numbers, and special signs d. numbers only
4. To keep your data safe use .... software.
   a. anti-virus d. browser
   c. Word program d. PowerPoint program
5. There are several ways to back up your data such as ....
   a. flash memory b. external hard disk
   c. both a & b d. anti-virus
6. 🕮 .... is considered a weak password.
   a. 12345678 b. A123A$% c. A1A2@5264 d. Aw#1^123

5 Put (✓) in front of the correct sentence and (✗) for the wrong one.

1. Limit the personal information you share online from the ways of protecting your personal data online. ( )
2. The Flash Memory can be used to back up data like external hard disk. ( )
3. 🕮 Sign up for a website if it asks for too much personal information to protect your personal data online. ( )
4. Use anti-virus software on all your devices and update your devices regularly to protect your files. ( )
5. 🕮 Some apps and software programs can back up data automatically. ( )
6. The mouse and screen are from the accessories that you can use to save your files securely. ( )

6 Complete the sentences with appropriate words in brackets.

(Flash Memory - PII - External hard disk drive - Hackers)

1. 🕮 .... use the internet to break into a computer system and steal personal information.
2. .... , ... are of the accessories that you can use to save your files securely.
3. .... is an abbreviation of Personally Identifiable Information.

7 Read and write the name of the app, concept, or tool.

1. He can use someone's email address and password to send a virus to all the email addresses. (....................)
2. It contains letters, numbers, and symbols. (....................)
3. It's used to protect your computer from viruses. (....................)
4. It is an abbreviation of Personally Identifiable Information. (....................)

8 Read and circle the correct one.

1. To protect your computer, you should use a program (Word program - antivirus), and you should avoid opening unknown messages where (teachers-hackers) sneak into your computer and steal your data.
2. The password for your online accounts must be (strong-weak) and to do this the password must contain (letters only - letters, numbers, special symbols).

9 Read and circle the correct usage.

1. Strong password :
   - contains letters, numbers, and special symbols.
   - contains letters and symbols.
2. (12345678) considered :
   - strong password. - weak password
3. Flash Memory :
   - Can be used to store data and files. - Can be used to print files on paper.

قم بتلوين الدائرة باللون
المناسب لمستواك.



Accumulative Test

On Lessons 1 & 2



اختبار تراكمي على الدرسين الأول والثاني.

1 Choose the correct answer from a, b, c or d.

1. .... are trips to places where one takes photographs of the area.
   a. Copyrights   b. Stolen data
   c. Photography expeditions   d. Lost files
2. 🕮 Placing a .... helps the photographers to protect their work.
   a. photo   b. watermark   c. pen   d. browser
3. Dropping and breaking your laptop is .... you should protect your files from
   a. software problems   b. human errors
   c. viruses   d. browser 3 problems
4. 🕮 .... is considered a strong password.
   a. 12345678   b. A123A$%
   c. abcdefgh   d. none of them

2 Put (✓) in front of the correct sentence and (×) in front of the wrong one.

1. Hackers use the internet to break into a computer system and steal personal information. (   )
2. PII is abbreviation of Personally Identifiable Information. (   )
3. You can use the photos of others without asking permission or without purchasing the right to use the image. (   )
4. Mr. Kerby uses GPR to find the location and navigate quickly. (   )

3 Read and circle the correct one.

1. Mr. Kerby travels with (car and camera-laptop and camera) and he ensures his work is protected by sharing his (high-resolution photos - low-resolution photos) only with people he trusts.
2. Mr. Kerby uses (GPS - GPR) which is considered a mapping tool for navigation. And he backs up all the images he has taken with his camera or drone on (one - two) external hard drive.

يمكنك المراجعة باستمرار (تراكمية)
من خلال الصفحة السابقة.

General Exercises
On Lesson 3



▸ If you got 🔴 you need to revise the lesson again.

قم بتقييم نفسك بالعلامات الموضحة وإذا حصلت على 🔴 (غير جيد) قم بمراجعة الدرس مرة أخرى من الصفحة السابقة.

🔵 ممتاز 🟢 جيد جدا 🟡 جيد 🔴 غير جيد

1. Previous Exams تدريبات من الامتحانات السابقة

1 Put (✓) in front of the correct sentence and (×) in front of the wrong one.

1. Password management software is used to create strong passwords. ( ) [الجيزة - الهرم]
2. Password managers create a unique password. ( ) [المنوفية - سرس الليان]
3. One type of phishing is receiving a message telling you that you won an award. ( ) [القاهرة - الزيتون]

2 Choose the correct answer from a, b, c or d.

1. Hackers can get your password by a .... way. [الجيزة - الدقي]
   a. updating b. phishing c. planning d. chatting
2. .... means you provide at least two ways of identifying yourself.
   a. MFA b. Password c. E-mail d. PIN [الجيزة - الدقي]
3. .... is sending a fake message via e-mail or social media that looks real.
   a. Virus b. Phishing c. Folder d. Smishing [المنيا - منفلوط]

3 Complete the following sentences with appropriate words in brackets.

(Multi - factor authentication - password manager - Smishing - phishing)

1. .... is sending a message via text messages to steal your data. [الجيزة - كرداسة]
2. .... provides at least two ways of identifying yourself. [الجيزة - كرداسة]
3. One of the forms of .... is the arrival of a message from an unknown person asking you for your data to obtain a prize. [الجيزة - الهرم]
4. A .... tells you if one of your passwords has been stolen online. [الجيزة - ٦ أكتوبر]

2. El Moasser Exercises تدريبات كتاب المعاصر

4 Choose the correct answer from a, b, c or d.

1. .... tell you if one of your passwords has been stolen.
   a. Password managers b. MFA
   c. PIN d. Scam
2. .... creates a strong, unique password for each of your accounts.
   a. Phishing b. Scam
   c. Password manager d. Virus

3. MFA often combines a known factor, such as ....
   a. first name or last name
   b. username or password
   c. password or PIN
   d. password only
4. .... is an abbreviation for Personal Identification Number.
   a. PEN
   b. PNI
   c. PIN
   d. PNE
5. The phishing message can be identified by ....
   a. correct grammar
   b. correct spelling
   c. spelling errors
   d. none of them
6. MFA provides at least .... ways of identifying yourself.
   a. four
   b. three
   c. five
   d. two
7. .... tells you if the passwords you already have are too weak or if you've reused them.
   a. Password manager
   b. MFA
   c. PIN
   d. Virus

5 Put (✓) in front of the correct sentence and (×) in front of the wrong one.

1. Hackers use phishing to steal your password. (
2. There are only one-way hackers can get your password. (
3. You need strong passwords to help protect your personal data from hackers. (
4. A password manager creates a strong, unique password for each of your accounts. (
5. MFA is an abbreviation for multi-factor authentication. (
6. PIN is an abbreviation for multi-factor authentication. (
7. Multi-factor authentication tells you if the passwords you already have are too weak. (
8. A password manager provides at least two ways of identifying yourself. (
9. Data-stealing software is installed on the person's computer when you open a link containing phishing. (

6 Match.

(A)	(B)
1. Phishing and Smishing	☐ a. if your passwords were stolen.
2. Password managers tell you	☐ b. are ways hackers use to get your password.
3. Misspelled words help you	☐ c. identify phishing scam.

7 Look and write.

New message

To: reemhassan@egypt.com

From: bankegypt@342gf4236dss.com

Dear Sir,
Thank you for your bisiness! You won a vacation to Hurghada! But, hurry!
This prize only good today.
If the link doesn't work, reply to this email with your name, address and bank account number. Hurry!



Sign in to get your prize

Sincerely,
Head of Customer Service
Bank of Egypt

1. How does the message encourage you to respond?

....

2. What errors or problems do you see in this phishing email?

....

8 Read and circle the correct one.

1. Scam messages always contain (correct sentences - sentences with grammatical and spelling errors), and you should avoid (opening - closing) the links inside them.
2. Hacker's use (phishing - writing program) to (save - steal) your account password, and to protect yourself, you must use (MFA - GPS) to verify access to your account in to ways.

9 Read and correct words between brackets.

1. The (PIN) provides at least two ways of identifying yourself. (..................)
2. The (doctors) use phishing to steal your password. (..................)
3. The phishing message can be identified by correct grammar. (..................)



قم بتلوين الدائرة باللون المناسب لمستواك.

2 November Test

1 Put (✓) in front of the correct sentence and (×) in front of the wrong one.

1. Backing up your data protects your lost and damaged files. ( )
2. The password manager creates a strong, unique password of the users' accounts. ( )
3. Multi-Factor authentication depends only on one way of authentication. ( )
4. Multi-Factor authentication is used to get the password of your account. ( )
5. Scareware websites contain fake warnings about downloading something. ( )
6. The scam websites have different tricks but they have the same principles. ( )
7. If you are a victim for a scam website, you don't have to contact the General Department for combating Internet crimes. ( )
8. The protocol determines how the information will be transferred in the URL.( )

2 Choose the correct answer from a, b, c, or d.

1. Sorting info into alphabetical order, go to the toolbar and click on ....
   a. Insert b. Design c. Data d. Tools
2. PII, Personally Identifiable Information is considered a ....
   a. password b. favorite meal
   c. favorite sport d. favorite book
3. .... get the passwords of the users on the internet by hacking the data.
   a. Users b. Workers
   c. Hackers d. Designers
4. The .... websites contain misspelling and bad grammar.
   a. scam b. ideal
   c. correct d. famous
5. One way to files is to .... back up your data.
   a. protect b. hack c. delete d. press
6. We can use the .... to move using the Global positioning system.
   a. camera b. hard disk
   c. external drive d. mobile phone
7. (www . ekb . com), is the .... of the parts of Uniform Resource Locator, URL.
   a. protocol b. resource name
   c. file path d. file format

Exercises on Lesson 8

1 Choose the correct answer:

1. The internet is a/an .... network.
   a. open b. closed c. both

(محافظة القاهرة – إدارة النزهة 2023) (محافظة الإسكندرية – إدارة المنتزه أول 2023)

2. The .... is used to share the information in a private network.
   a. WAN b. internet c. intranet

3. The more secure sharing in a closed network is called ....
   a. intranet b. internet c. none of them

محافظة الإسكندرية – إدارة شرق التعليمية 2023

4. A network used to share information and that is less secure is called ....
   a. email b. internet c. intranet

محافظة المنوفية – إدارة السادات 2023

5. Sharing information via the internet is considered .... than the intranet.
   a. unreliable b. less secure c. more secure

محافظة الإسكندرية – إدارة المنتزه أول 2023

6. .... is used to perform simple formulas.
   a. Excel b. Zoom c. Word

(محافظة الإسكندرية –إدارة المنتزه أول 2023) (محافظة الدقهلية – الإدارة التعليمية 2023)

7. To create a formula in Excel, type the .... sign in the cell.
   a. + b. / c. =

(محافظة الإسكندرية – إدارة شرق التعليمية 2023) (محافظة الفيوم – إدارة شرق 2023) (محافظة الإسكندرية – إدارة وسط 2023)

8. When arranging information alphabetically in Excel, go to the ....
   a. copying b. toolbar c. cells

محافظة الإسكندرية –إدارة المنتزه أول 2023

9. To perform division in Excel, use the .... sign.
   a. +   b. –   c. /

10. The top of columns in Excel are ....
    a. numbers   b. letters   c. both of them

محافظة الإسكندرية – إدارة شرق التعليمية 2023

11. The left side of the rows in Excel are ....
    a. numbers   b. letters   c. both of them

12. To arrange information alphabetically in Excel, go to the toolbar, and click on Data, then click on ....
    a. Layout   b. Format   c. Sort

13. If you want to sum the values in columns A, B, and C from row 4, the formula is ....
    a. C4 + B4 + A4   b. C4 – B4 – A4   c. A4 + B4 + C5

14. You want to subtract the values in columns E, C, and A from row 6, then you write the formula ....
    a. = E6 – C6 – A6   b. = E9 – C6 – A9   c. = E9 – C9 – A9

2 Put (✓) or (✗):

1. You can share information using an intranet or the Internet. (   )
2. The internet is more secure and private than the intranet. (   )
3. The intranet is used to share the information in an open network. (   )
4. You can add or subtract any numeric data using Microsoft Excel. (   )
5. The data in cells cannot be arranged alphabetically. (   )
6. To create a formula in Excel, we use a "=" sign. (   )
7. The row title has a number. (   )

محافظة الفيوم – إدارة شرق 2023

8. To create a simple formula, we select the cell and then type a "÷" sign. (   )

9 In MS Excel, the rows are labeled with numbers, while the columns are labeled with letters. (   )

10 The cell in the Excel program can contain only numbers. (   )

محافظة القاهرة – إدارة النزهة 2023

11 We can arrange the information alphabetically in Excel using the Sort property. (   )

3 Complete the missing parts using the words between the brackets:

(addition - subtraction - division - letters - numbers - Sort)

1 The information can be arranged alphabetically by the.................. property.

2 We use the formula ÷ for the .... process.

3 We use the formula + for the .... process.

4 The rows are labeled with ...., while the columns are labeled with ....

4 Choose from column (A) what suits it in column (B):

Column (A)	Column (B)
1 The internet	a. can help in arranging the information alphabetically.
2 The intranet	b. is used to subtract two or more cells in Excel.
3 Sort	c. is used to share information in an open network.
4 +	d. is used to start any formula using Excel.
5 –	e. is used to share information in a close network.
6 =	f. is used to add two or more cells in Excel.

1 .... 2 .... 3 ....

4 .... 5 .... 6 ....

Exercises on Lesson 2

1 Choose the correct answer:

1. .... include(s) your name, address, date of birth, and passwords.
   a. Personal information b. Public information c. Both a and b
2. The one who steals the personal information is called a ....
   a. thief b. photographer c. hacker

محافظة الإسكندرية – إدارة شرق التعليمية 2023

3. "........................" is considered a strong password.
   a. pony123 b. ictbook895 c. Ict@258#p
4. You can protect your files from viruses or loss by creating ....
   a. device shutdown b. backups c. personal data

(محافظة القاهرة – إدارة النزهة 2023) (محافظة الإسكندرية – إدارة وسط 2023)

5. A .... can try to get the bank account of an adult in order to steal his money.
   a. hacker b. family member c. teacher

محافظة الإسكندرية – إدارة المنتزه أول 2023

6. Passwords must be .... for each website you register on.
   a. similar b. weak c. different

محافظة الفيوم – إدارة شرق 2023

7. Backup copies of files are created on ....
   a. a flash memory b. an external hard disk c. both a and b

محافظة المنوفية – إدارة السادات 2023

8. To keep your data safe, use .... programs on all your devices.
   a. social media b. antivirus c. browser
9. The hard disk has usually .... space than the flash memory.
   a. more b. less c. the same
10. .... your device regularly to keep your data safe.
   a. Upload b. Update c. Delete

11 The hard disk drive and the flash memory are used for .... purpose.
a. different b. the same c. the opposite

12 You should protect your files from dangers, such as viruses and ....
a. software problems b. human errors c. both a and b

13 If a website asks you to enter much personal information, you should ....
a. ignore the warning b. avoid using this website c. proceed

2 Put (✓) or (✗):

1 You should limit the personal information you share online. ( )

محافظة الجيزة – إدارة الشيخ زايد 2023

2 Antivirus software shouldn't be installed on your computer. ( )

محافظة المنوفية – إدارة السادات 2023

3 Hard disks always have less space than flash memories. ( )

محافظة الإسكندرية – إدارة المنتزه أول 2023

4 Hybrid backup is a safer way to back up and store files. ( )

5 Hackers use the Internet to break into a computer system. ( )

محافظة الجيزة – إدارة أبو النمرس 2023

6 Strong passwords must contain letters, numbers, and special signs. ( )

7 Files are stored using a flash memory. ( )

محافظة القاهرة – إدارة النزهة 2023

8 Hackers can steal your personal information without using the Internet. ( )

9 Both hard disks and flash memories are used for the same purpose. ( )

10 Hackers can send a virus to all the email addresses in your email account. ( )

11 Websites that ask for too much personal information are safe. ( )

12 There are several ways to back up data, such as flash drives and hard drives. ( )

13. Antivirus helps you keep your private data safe. (   )
14. An external hard drive is used to store large files. (   )

محافظة الإسكندرية – إدارة وسط 2023

15. All software programs back up data automatically. (   )
16. The flash memory is better to store large files than the external hard drive. (   )

3 Complete the missing parts using the words between the brackets:

(flash memory – Antivirus – password – Personal information – hard disk)

1. .... helps you keep your private data safe.
2. .... includes your name, address, date of birth, and passwords.
3. A .... should include letters, numbers, and special signs.
4. The .... has less space than the ...., but they are used for the same purpose.

4 Think and answer:

- You want to create an account for an online quiz that tells you the job you should have when you grow up.

Which pieces of PII do you think are OK to share?

Register New Account

Your first name

Your age

Your last name

Your date of birth

Your address

Your place of birth

Your school name

Your parent's band account number OR credit card number

Create Account   Cancel

Exercises on Lesson 3

1 Choose the correct answer:

1. .... is sending a fake message via email or social media that looks real.
   a. Smishing b. Phishing c. Virus

2. Smishing is the same thing as phishing, but it is sent by ....
   a. email b. text message c. Facebook

محافظة البحر الأحمر – إدارة الغردقة 2023

3. .... tells you if one of your passwords has been stolen online.
   a. Multi-factor authentication
   b. Password manager c. Antivirus

4. One of the forms of .... is the arrival of a message from an unknown person asking you for your data to obtain a prize.
   a. phishing b. the Internet c. databases

محافظة الإسكندرية – إدارة المنتزه أول 2023

5. Passwords can be strengthened using ....
   a. multi-factor authentication b. antivirus c. browsers

6. A text message encourages you to act quickly is a type of ....
   a. phishing b. smishing c. emails

7. When you open a phishing file, data-stealing software is .... on your PC.
   a. updated b. deleted c. installed

8. .... provides at least two ways of identifying yourself.
   a. Multi-factor authentication b. Password manager c. Antivirus

9. Phishing messages can be identified by containing ....
   a. trusted information b. spelling errors c. both a and b

10 An example of phishing is receiving .... from an unknown person.
a. a letter from your father b. a letter from one of your friends
c. a letter informing you that you have won a prize

محافظة الدقهلية – الإدارة التعليمية 2023

11 You will receive a code for .... when you log into a game website from a different PC.
a. a short period of time b. a long period of time c. two times

2 Put (✓) or (✗):

1 Phishing is one of the ways that hackers use to get your password. ( )

2 Phishing messages cannot be recognized. ( )

3 We don't need strong passwords to protect our personal data. ( )

محافظة الجيزة – إدارة أبو النمرس 2023

4 Password manager provides at least two ways of identifying yourself. ( )

5 Phishing is a text message that looks real, but it isn't. ( )

6 Phishing messages are free from grammar errors. ( )

محافظة المنوفية – إدارة السادات 2023

7 MFA is an abbreviation for multi-factor authentication. ( )

8 Smishing is sending a scam message via text messages instead of an email. ( )

محافظة الإسكندرية – إدارة المنتزه ثانٍ 2023

9 Data-stealing software may ask you to enter your bank account details. ( )

10 Antivirus can tell you if one of your passwords has been stolen online. ( )

11 A form of phishing is a message telling you that you have won a prize, but you have to give personal details. ( )

12 A password manager software is used to create strong passwords. (   )

(محافظة المنوفية – إدارة السادات 2023) (محافظة الجيزة – إدارة العمرانية 2023)

(محافظة الإسكندرية – إدارة المنتزه أول 2023)

13 Password manager creates a unique password for each of your accounts. (   )

14 Multi-factor authentication requests one way of identifying yourself. (   )

3 Complete the missing parts using the words between the brackets:

1 .... helps you to create strong passwords for your accounts.

2 .... provides at least two ways of identifying yourself.

3 .... is sending a message via email to steal your data.

4 .... is sending a message via text messages to steal your data.

4 Does this message encourage you to respond? And how?

New message

To: reemhassan@egypt.com

From: bankegypt@342gf4236dss.com

Dear Sir,

Thank you for your bisiness! You won a vacation to Hurghada! But, hurry!
This prize only good today.
If the link doesn't work, reply to this email with your name, address and bank number, Hurry!

Sign in to your prize!



Sincerely,
Head of customer service
Bank of Egypt

SEND

Revision

ICT Exercises For November Syllabus

Choose the correct answer:

1. Mr. Hiebert uses .... to design presentations for his discoveries.
   a. Facebook b. PowerPoint c. e-mail
2. Mr. Hiebert uses .... to share his discoveries with his colleagues.
   a. MS Word b. MS Excel c. video conference
3. .... the problem is the first step to solve any computer problem.
   a. Identifying b. Planning c. Leaving
4. When the browser is running slow, you have to ....
   a. delete unwanted apps b. check the Wi-Fi signal
   c. restart the computer
5. You should check for software updates when ....
   a. there is no internet connection b. downloading a file is very slow
   c. your computer slows down while opening an app
6. You should try a new Ethernet cable when ....
   a. the internet connection is interrupted
   b. the screen freezes c. your computer slows down
7. You can contact the customer service of your ISP for help when ....
   a. the internet connection is interrupted
   b. the browser is running slow c. an app won't open
8. If your computer slows down when opening an app, you can ....
   a. restart your router b. check for software updates
   c. check the Wi-Fi speed
9. To store and share information, we use a ....
   a. scanner b. printer c. flash memory
10. A .... is used to save images on the computer to use them later.
    a. scanner b. printer c. router
11. A .... helps us to access information by scanning it with a phone camera.
    a. browser b. QR code c. digital book

12 To create a folder, use the mouse and press the ....
a. left button, then select New, then select Folder
b. right button, then select Folder, then select New
c. right button, then select New, then select Folder

13 .... folders helps us manage files using information technology.
a. Creating b. Deleting c. Copying

14 What is the first step that helps you to organize the data in your computer?
a. Adding a subfolder b. Typing a name for the folder
c. Creating the main folder

15 The first step in conducting research is to ....
a. share your results b. decide on keywords c. decide on the topic

16 Before you express the data in a graph, you must ....
a. share it online b. analyze it c. delete it

17 It is not a good idea to use .... when searching for subtopics.
a. full sentences
b. different words with different meanings
c. different words with the same meanings

18 The best way to collect information is getting it from ....
a. Facebook b. printed books c. WhatsApp

19 The .... is used to share information in a closed and private network.
a. letter b. internet c. intranet

20 The internet is .... secure than the intranet.
a. less b. more c. no correct answer

21 The rows in MS Excel are labeled with ....
a. letters b. numbers c. symbols

22 Typing .... in the cell tells Excel you are creating a formula.
a. + b. – c. =

23 If you want to sum the values in columns A, B, and C from row 4, then the formula is ....
a. C4 + B4 + A4 b. C4 – B4 – A4 c. A4 + B4 + C5

24 When creating a formula, use the .... sign for subtraction.
a. + b. – c. =

25 When creating a formula for division, use the ………………… sign.
a. + b. – c. ÷

26 If you want to subtract the values in columns E, C, and A from row 6, write the formula ………………… .
a. E6 – C6 – A6 b. E9 – C6 – A9 c. E9 – C9 – A9

27 ………………… is an ecologist and he photographs landscapes and animals.
a. Albert Lin b. Fred Hiebert c. Jeff Kerby

28 When Jeff Kerby prepares for a trip, he thinks carefully about ………………… .
a. the things he will do b. the places he will go to
c. a & b

29 Jeff Kebry uses all these tools in his expedition, except ………………… .
a. GPS b. GPR c. drones

30 The ………………… is used to back up all the photos you take.
a. drone b. GPS c. hard disk drive

31 Sometimes the photographer uses his ………………… to take quick pictures.
a. computer b. mobile phone c. GPS

32 If Jeff Kebry needs to share photos with his colleagues immediately, he uses the ………………… .
a. cell phone applications b. cameras and drones
c. social media sites

33 Jeff Kebry uses ………………… to navigate places.
a. hard drives b. GPS c. laptops

34 A photographer should share his high-resolution photos with ………………… .
a. people he knows b. people he trusts c. all people

35 A photographer should protect his work by not sharing images with ………………… .
a. high resolution b. low resolution c. watermark

36 Using photographs that were taken by others without asking permission is ………………… .
a. owning images b. copyright infringement c. back-up copies

37 ………………… use the internet to break into your computer to steal your information.
a. Programmers b. Hackers c. Thieves

38 .... information includes your name, address, and passwords.
a. Internet b. Public c. Personal

39 To keep your data safe, use .... programs on all your devices.
a. social media b. anti-virus c. browser

40 Passwords must be .... for each website you register on.
a. different b. weak c. similar

41 .... is considered a strong password.
a. Ahmed123 b. abcd895 c. Ac#258#h

42 If a website asks you to enter much personal information, you ....
a. enter all your data b. enter trusted data only
c. avoid using this website

43 .... your devices regularly keeps your data safe.
a. Uploading b. Updating c. Restarting

44 The .... is used to save your important files securely.
a. flash memory b. CD drive c. external hard drive

45 .... allows users to connect their laptops to a bigger screen to watch movies or play games.
a. HDMI b. Ethernet cable c. Receiver

46 Internet speeds are much faster with .... connection.
a. bluetooth b. Ethernet c. Wi-Fi

47 Everyone owns the .... of the images they take unless they sell them.
a. copyright infringement b. copyrights
c. infringement

48 Both the flash memory and hard disk have the same ....
a. space b. shape c. purpose

49 The internet is more .... than the intranet.
a. private b. secure c. public

50 Which of the following have the same purpose?
a. Router and flash memory b. HDMI and drones
c. Ethernet cable and Wi-Fi

1 b	2 c	3 a	4 b
5 c	6 a	7 a	8 b
9 c	10 a	11 b	12 c
13 a	14 c	15 c	16 b
17 c	18 b	19 c	20 a
21 b	22 c	23 a	24 b
25 c	26 a	27 c	28 c
29 b	30 c	31 b	32 a
33 b	34 b	35 a	36 b
37 b	38 c	39 b	40 a
41 c	42 c	43 b	44 c
45 a	46 b	47 b	48 c
49 c	50 c		

EL MOTAMYEZ - ICT Questions Bank

NOVEMBER REVISION

CHOOSE THE CORRECT ANSWER

1. If your computer slows down when opening an app, you can..
   - (a) restart your router;
   - (b) Check for software updates.
   - (c) Check WIFI speed

2. When you try to log into the game website on a different PC, you will receive a text message include a number code specified for...
   - (a) short period of time
   - long period of time
   - (c) two times only

3. .... helps us to access information by scanning it with a phone camera .
   - (a) Browser
   - (b) QR Code
   - (c) Digital books

4. .... tells you if one of your passwords has been stolen online.
   - (a) Multi-factor authentication
   - (b) Anti-virus software
   - (c) Password manager

5. What is the first step that helps you to organize data in your computer?
   - (a) Add subfolder
   - (b) Type a name for the folders
   - (c) Create the main folder

6. Phishing messages can be identified by containing ....
   - (a) trusted information
   - (b) spelling errors
   - (c) accurate information

7. The best way to collect information is getting it from ....
   - (a) Facebook
   - (b) printed Books
   - (c) What's App

8. .... is used to provide easy access to online information through the a smartphone or tablet.
   - (a) LAN
   - (b) IOT
   - (c) QR Code

9. The rows in MS Excel are labeled with ....
   - (a) letters
   - (b) numbers
   - (c) symbols

10. Both of flash Memory and hard disk have same ....
    - (a) Space
    - (b) shape
    - (c) purpose

11. When creating a formula, use the .... sign for subtraction.
    - (a) +
    - (b) -
    - (c) =

12. Internet speeds are also much faster with .... Connection.
    - (a) Bluetooth
    - (b) Ethernet
    - (c) WIFI

13. .... is an ecologist and he photographs landscapes and animals.
    - (a) Albert lin
    - (b) Fred Hiebert
    - (c) Jeff Kerby

14. .... information include your name, address and your passwords.
    - (a) internet
    - (b) public
    - (c) personal

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    - (b) GPS
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    - (c) GPS

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    - (c) flash memory

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a) hard drives b) GPS c) laptop

59 Which of the following have same purpose?

a) Router and flash memory b) HDMI and drones c) Ethernet cable and WIFI

60 .... is the biggest unit of data on your pc .

a) MB b) TB c) GB

انتهت الأسئلة مع أطيب الأمنيات بالنجاح والتوفيق

Answers

EL MOTAMYEZ - ICT Questions Bank

NOVEMBER REVISION

CHOOSE THE CORRECT ANSWER

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- c) laptop

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تم بحمد الله

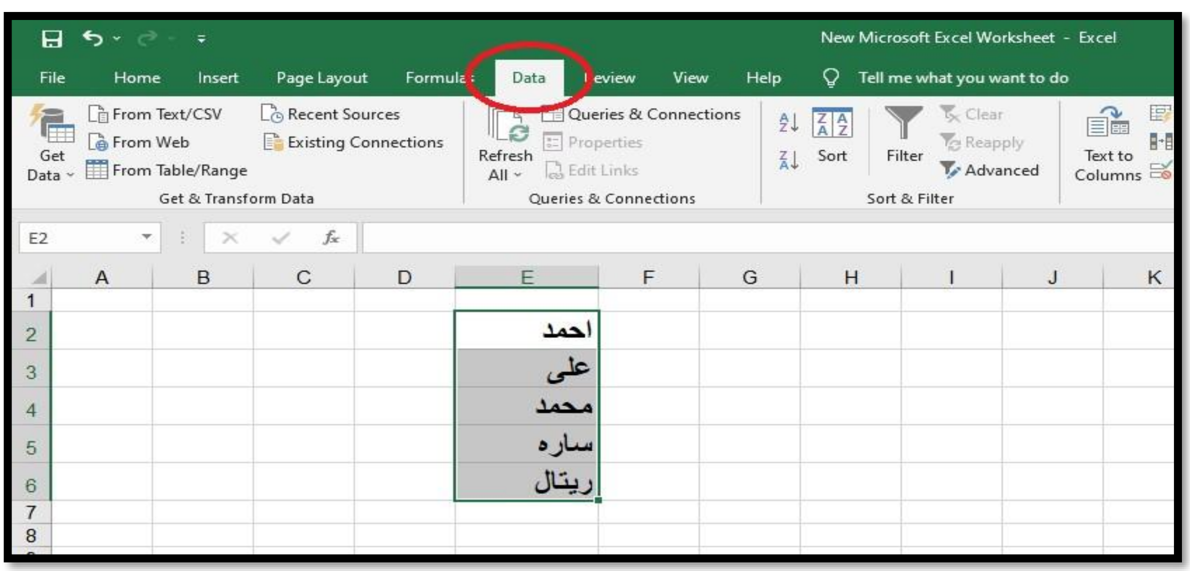
بسم الله الرحمن الرحيم " إِنَّ الَّذِينَ آمَنُوا وَعَمِلُوا الصَّالِحَاتِ إِنَّا لَا نُضِيعُ أَجْرَ مَنْ أَحْسَنَ عَمَلًا " صدق الله العظيم

Lesson 8: Sharing information

the Internet	intranet
It is the sharing of information through open network for everyone	It is the sharing of information through closed network
But this information is at risk, so it is less secure	It more secure
Like advertisements - news - government decisions	Such as: personal data, your personal life, your ideas, your research, and your files

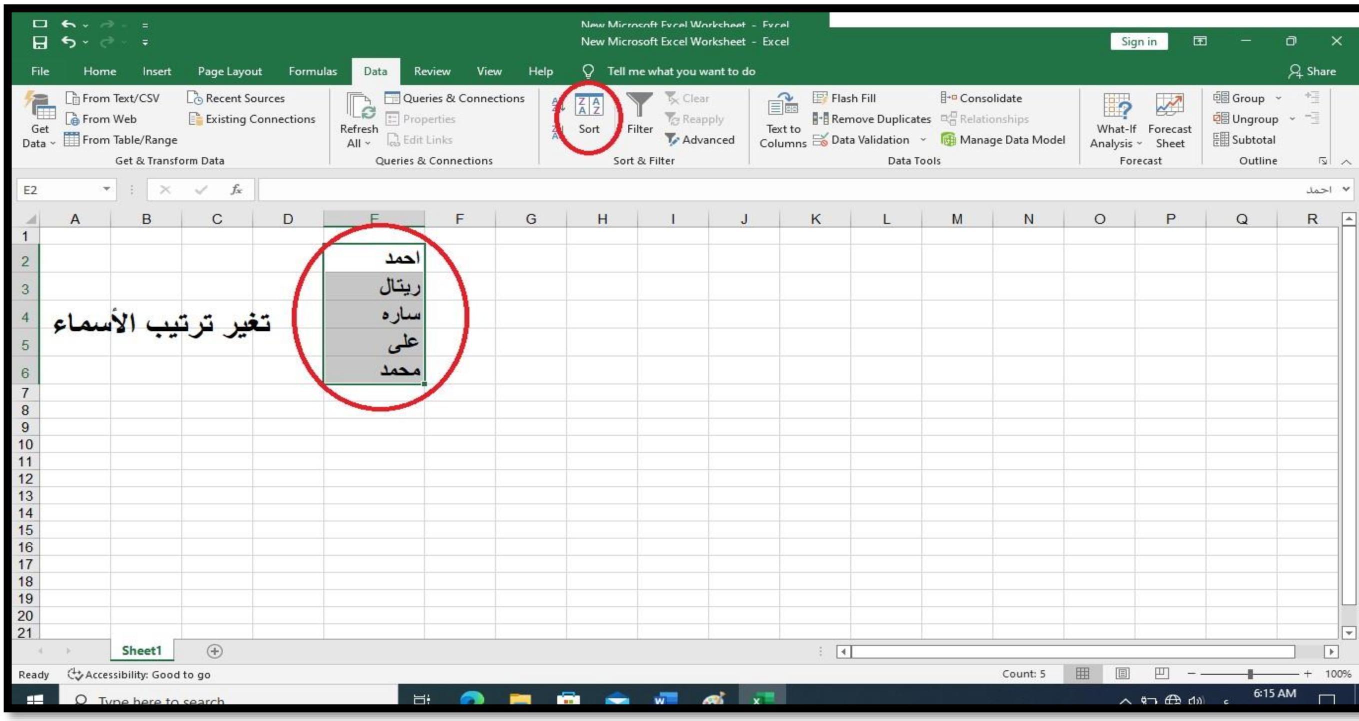
How to share information using Microsoft Excel : Sorting information alphabetically:

Go to Tool bar and press Tab Data



1

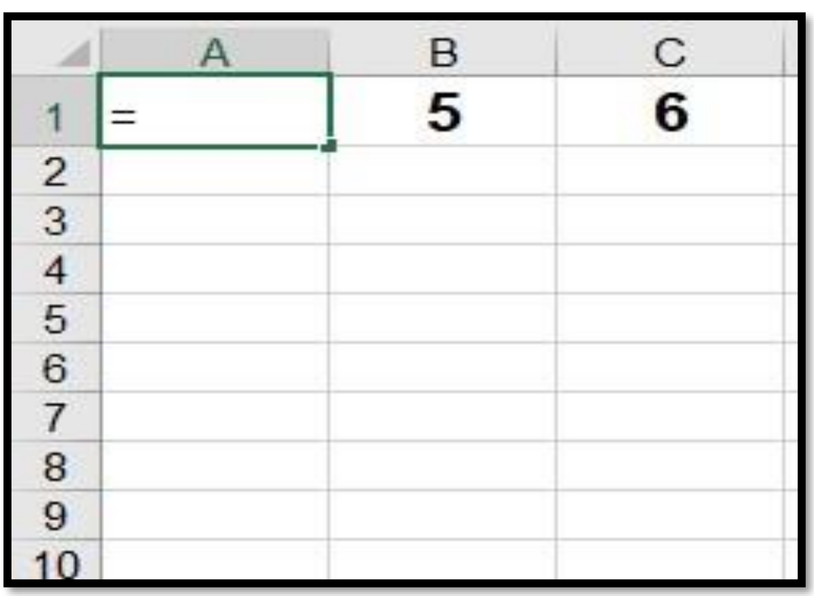
Then press Sort (to arrange the items alphabetically)



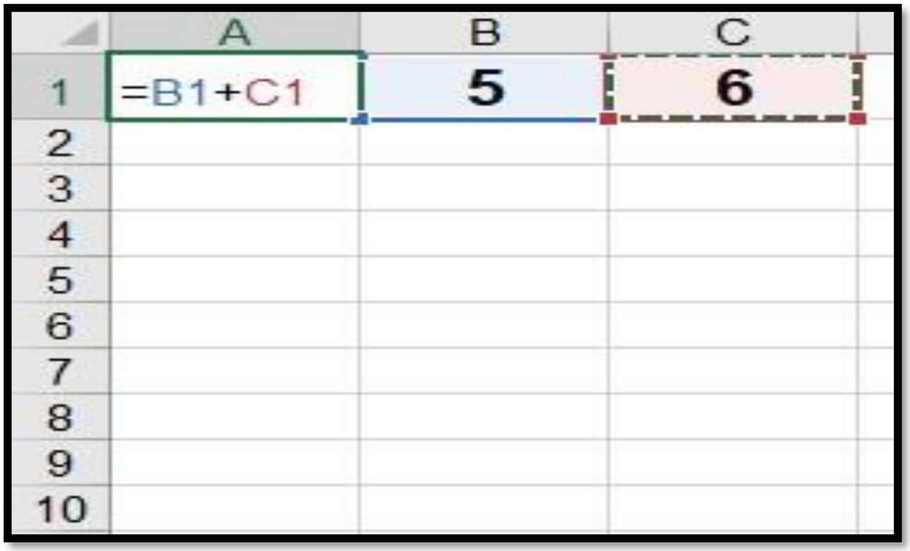
2

How to create simple formulas :

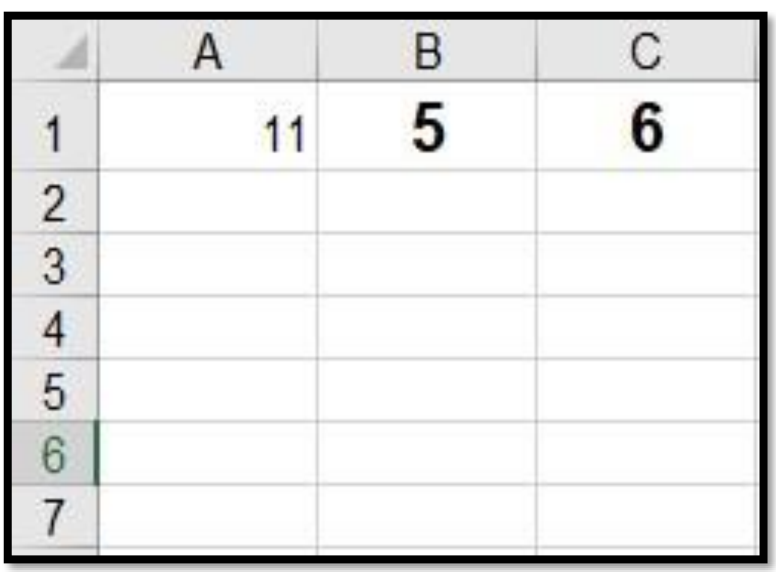
Click on the cell you want to create a simple formula in Then type the = sign



Then select the cells to be added in the simple formula And write between each cell (+, - , / , *) sign as you wish



press Enter From the keyboard to show the result of the formula



Exercises

Choose the correct answer:

1- The ………. is used to share the information in a closed and private network.

a) Letters

b) Internet

c) Intranet



2- The internet is ………… secure than the intranet.

a) Less

b) More

c) No correct answer

3- Typing ………. In cell, tell excel you are creating a formula.

a) +

b) –

c) =

4- We creating a formula, use the ………… sign for subtraction.

a) +

b) –

c) =

5- When creating a formula for division, use the ……………. Sign.

a) +

b) –

c) ÷

Put a (true) or(false):

1- You must decide to share information using an intranet or the internet. (   )

2- The internet is more secure and private than the intranet. (   )

3- The intranet is used to share information in an open network. (   )

4- The data in cells can’t be arranged alphabetically. (   )

5- You can add or subtract any data using MS. Excel. (   )



Lesson 2 : Protecting Ourselves and Our Information

Personal information:

Which is your data or personally identifiable information **(PII)** Such as :
(Name - Address - Passwords - Date of Birth)

What are the risks that we may be exposed to from computer hackers?

Stealing your personal information

Stealing your bank account number to steal your money

Steal your email and password to send a virus to all your friends

How we keep your personal information:

1- Do not share personal information on the Internet

2- Use strong passwords that contain different numbers, letters, and special signs for each site

3- Do not sign for a website or application asks you for your personal

4- data Use antivirus software to protect your device

5- Update your devices regularly .



Files may be exposed to problems that cause them to be lost, such as:

1- Virus infection

2- Computer fall or crash

3- Software related problems

To protect files stored on your computer from loss:

Creating a backup copy of the files
 by: An application that creates backup copies of files or the safest way is to transfer files to another device .
(External hard disk drive - flash memory - network)

Exercises



Choose the correct answer :

1- ……… use the internet to break into your computer to steal your information.

a) Programmers

b) Hackers

c) Thieves

2- ………… information includes your name, address, and passwords.

a) Internet

b) Public

c) Personal

3- Password must be ………… for each website you register on.

a) Different

b) Weak

c) Similar

4- ……………… is considered a strong password.

a) Ahmed123

b) abcd895

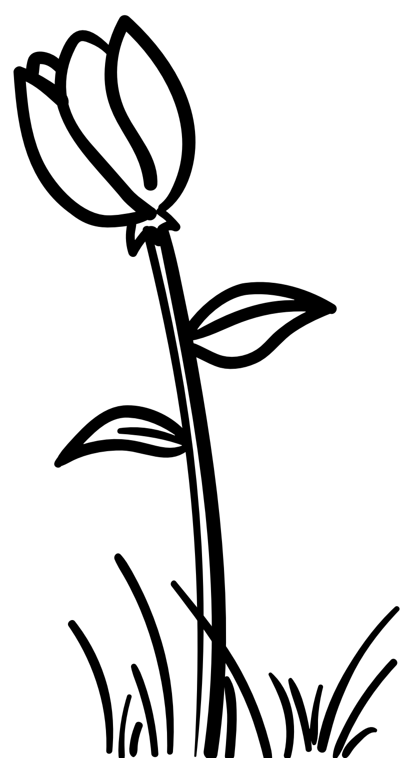
c) Ac#258#h

5- ………… your device regularly your data safe.

a) Uploading

b) Updating

c) Restarting



Put a (true) or(false):

1- Anti-virus helps you to keep your data safe. (   )

2- Some software programs backup data automatically. (   )

3- Hackers can steal your personal data without using the internet. (   )

4- Websites that ask for too much personal information are safe. (   )

5- Hybrid backup is a safer way to backup and store files. (   )



Lesson 3 : password security

Phishing

- Is sending a message via e-mail or social media applications That look a real but isn't . To steal your data and personal information.

Ex :

- A message asking you for your data, personal information, or bank account details
- A message says that you have won a prize and asking you for your bank account details to be sent to you.

How can we identify phishing?

It contains spelling and grammar errors Request for too many personal date .

Smishing:

is the same thing but is a text message instead of an e-mail.

Password management software:

- A program for managing passwords that helps us in Create strong, different passwords for each of your accounts.
- Tell you if the passwords you already have are too weak, used before, or stolen through the Internet

Multi-factor authentication(MFA) :

It is used to strengthen your passwords.

To prevent hackers from accessing your account and data in two ways:

- Your password or (personal identification number) PIN
- Email or code of numbers

Example:

If you enter your account through a device other than your main device, you will receive a message on your mobile phone to make sure that you are the owner of the account and you are trying to enter your account through a code for several numbers.



Exercises

Choose the correct answer :

1- Phishing message can be identified by containing ………….

a) Trusted information

b) Spelling errors

c) Accurate information

2- Smishing is the same thing as phishing, but it is sent by …………

a) E-mail

b) Text message

c) Social media sites

3- Password can be strengthened by ………………

a) Multi-factor authentication

b) Anti-virus software

c) Web browser

4- ………….. is sending a fake message via e-mail.

a) Smishing

b) Fishing

c) Virus

5- …………. Helps you to create strong passwords for your accounts.

a) Password managers

b) Phishing

c) smishing

Put a (true) or(false):

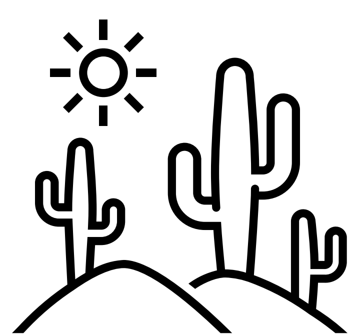
1- Phishing is a way that hackers use to get your password. (   )

2- Phishing is a text message that look real put isn’t. (   )

3- Passwords can be strengthened by Web browser. (   )

4- Virus provides at least two ways of identifying yourself. (   )

5- Password managers Helps you to create strong passwords for your account. (   )



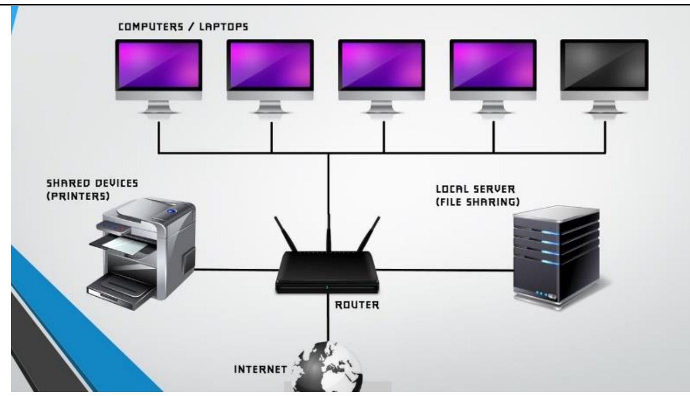
Theme 1

Lesson 8: Sharing information

When sharing information online, you must decide which information should be shared using an intranet network or the internet.

The internet	An intranet network
1- It is the sharing of information through open network For everyone	1- it is the sharing of information through closed network
2- this information is at risk, so it is less secure	2-It more secure
Such as: advertisements - news - government decisions	such as: personal data, your personal life, your ideas, your research, and your files

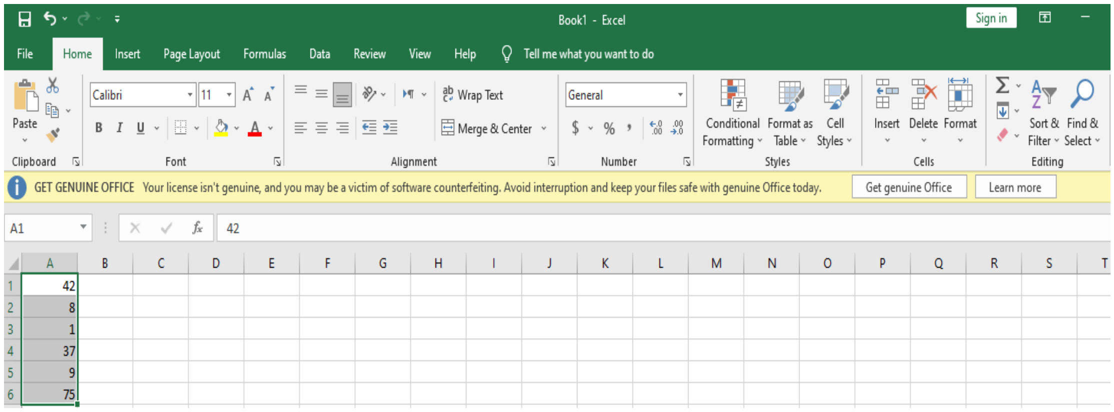


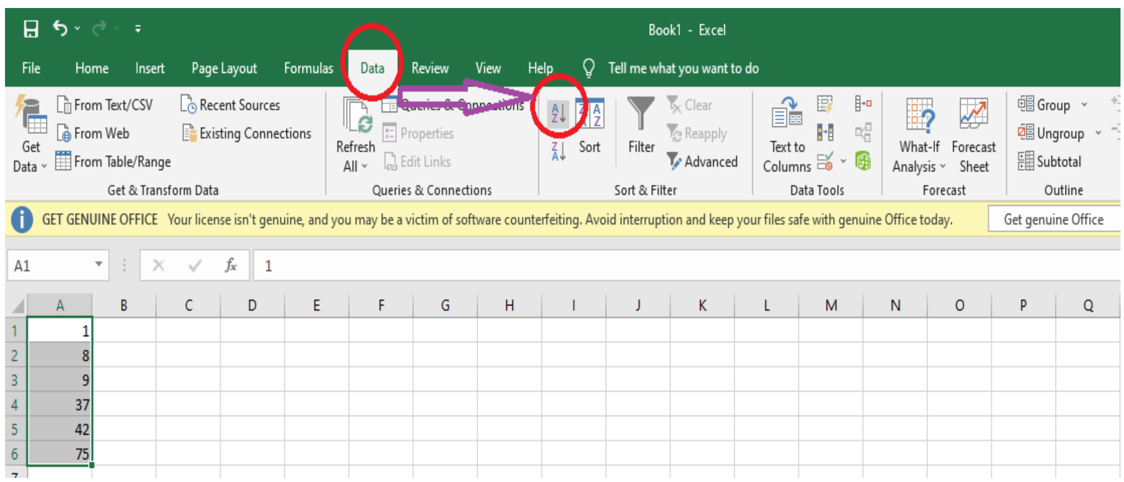


The Intranet is more secure than interne network

How to share information using Microsoft Excel :

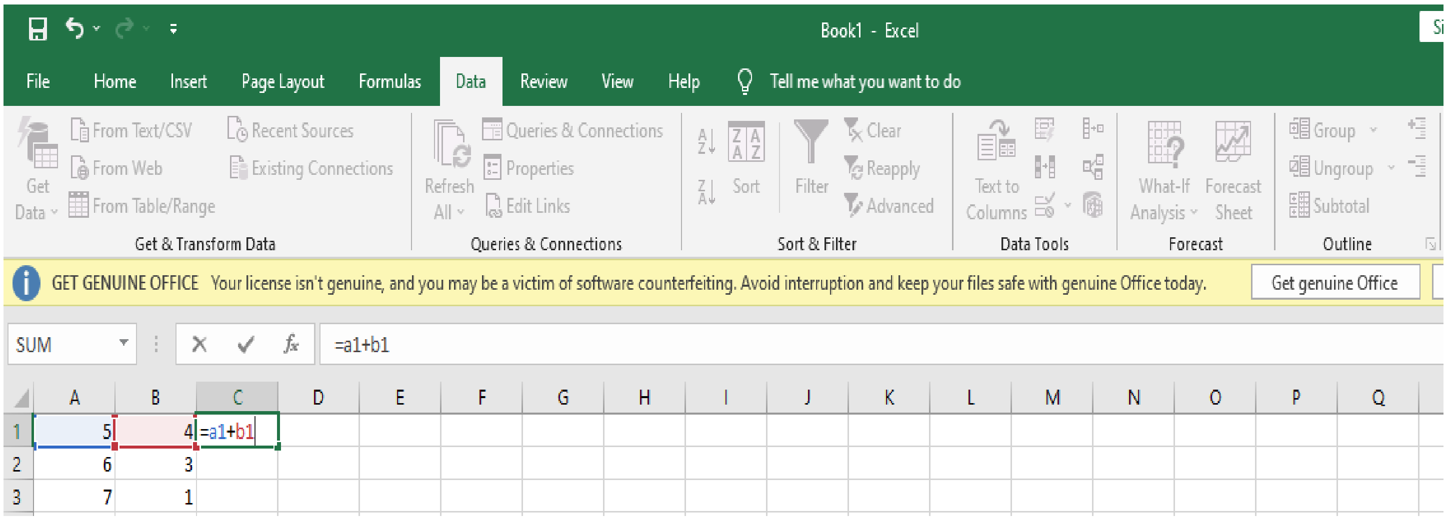
- Sorting information:
  1- Go to Tool bar and press Tab Data
  2- Then press Sort



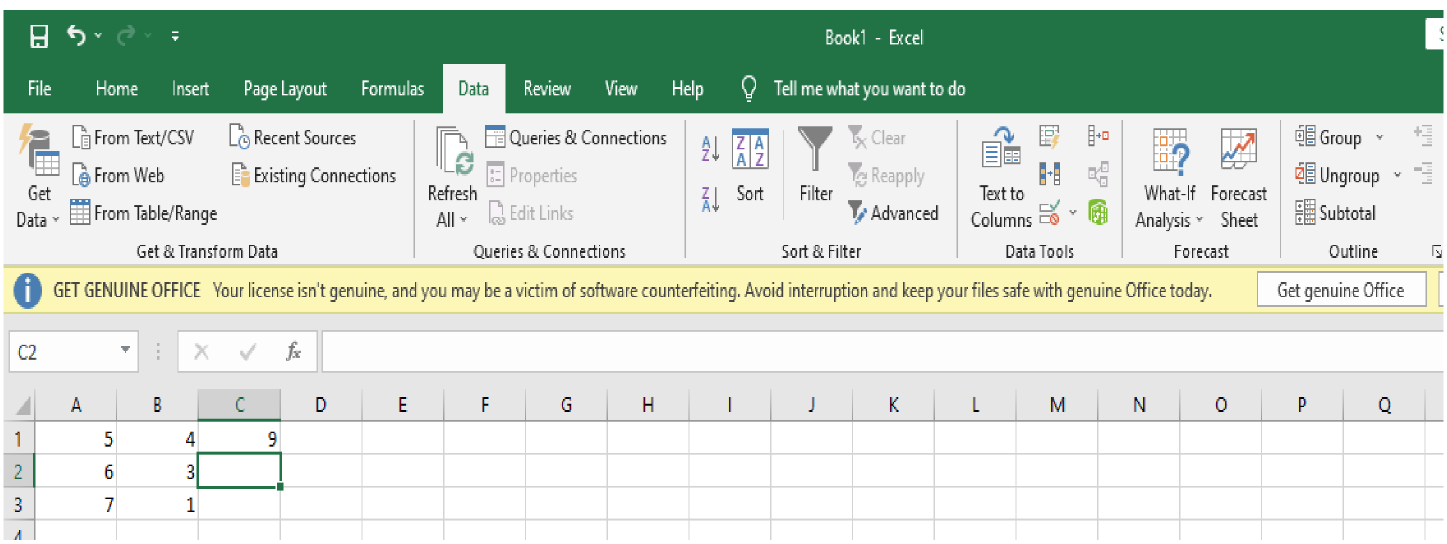


How to create simple formulas:

1- Click on the cell you want to create a simple formula in Then type the (=) sign
2- Then select the cells to be added in the simple formula and write between each cell (+, -, /, *) sign as you wish



3- press Enter From the keyboard to show the result of the formula



work sheet

A)Put (✓) or (X):

1- Row title is number appears at the left of the row ( )
2- Sorting information in alphabetical order click on copy ( )
3- The Excel program includes many formulas and functions that help in performing math calculation ( )
4- Column title is letters appears at the bottom of the column ( )
5- The Intranet is more secure than interne network ( )

B)Choose the correct answer:

1- In Excel program for sorting in information in alphabetical order go to the …………….
a) File b) open c) toolbar

2- You can set formulas in cells to ………. Subtract (-) , multiply (X) or divide (/).
a) Add (+) b) Subtract (-) c) a,b

3- …………………….. That represents data in the form of a graph in different formats.
a) Word program b) paint c) Excel program

4- An intranet is used to share in a ……………. And is more secure.
a) Open network b) close network c) online

5- To create a simple formula in a cell first type the……. this tells Excel you are creating a formula.
a) Sign = b) sign X c) sign /

Theme 2

Lesson 2: Protecting ourselves and our information

Protecting your personal data

- personal information: such as your name, address, date of birth, and your passwords.
- This personal information is called Personally Identifiable Information (PII).

hackers can use:

1- the internet to break into a computer system and steal personal information.
2- someone's email address and password to send a virus to all the email addresses in your email account.
3- use an adult's bank account number to take money from that account.

How keep your personal information pll :

1- Limit the personal information you share online.
2- Don't sign up for a website if it asks for too much personal information.
3- Use different strong passwords that:
   a- contain letters, numbers, and special signs.
   b- and are different for each website you sign up for, because if your password is discovered, a hacker will then have access to everything.
4- Use antivirus software on all of your devices.
5- update your devices regularly, the updates include changes that keep your data safe.

To protect files stored on your computer from loss:

1- You should also know how to protect the files that you create or store on a device.
2- You need to protect these files from viruses, software problems, or human errors, such as dropping and breaking your laptop.

There are several ways to back up your data:

1-Some apps and software programs back up data automatically.

2- You can use a data-storage device that you attach to your computer,

a. a flash drive b. an external hard drive.

- This is called a hybrid backup. It is a safer way to back up and store files.
- The hard disk has more space than the Flash Memory, but it may also be used for the same purpose.
- An external hard disk drive is one of the accessories that you can use to save your files securely, and backup copies of your files that are important and private to you to prevent the possibility of losing them on your device.

work sheet

A) Put (✓) or (✗)

1- Hacker can steal your personal information without using the internet(   )

2- Hacker can use the bank account number of an adult to take money from that account (   )

3- We must try to limit the personal information we share online (   )

4- Hacker can send a virus to all the email addresses in your email account (   )

5- Websites that ask for too much personal information are save (   )

B) Choose the correct answer:-

1- ………….. information includes your name ,address and password.
   a. public   b. internet   c. personal

2- To keep your data safe use ……………programs on all your devices.
   a. social media   b. anti-virus   c. browser

3- Password must be ………….for each website you register on.
   a. different   b. weak   c. similar

4- ……………your devices regularly keeps your data safe.
   a. uploading   b. updating   c. restarting

5- …………….is used to save your important files securely.
   a. a Flash memory   b. a CD drive   c. an external hard disc

6- ……………is considered a strong password.
   a. Ahmed123   b. Ac#236@r   c. abcd1234

Theme 2

Lesson 3: Password security

There are many ways hackers can get your password. One way is called Phishing and Smishing.

Phishing: is sending a message via e-mail or social media applications that looks real, but isn't.

Smishing: is sending a message via text message instead of an email

- type of phishing scam: -
  1- is a message which says that you have won a prize, but you have to give your bank account details to get the prize.
  2- Another encourages you to act quickly.

- When an attachment, or file, is opened,
  1- data-stealing software is installed on the person's computer,
  2- the user is asked to enter sensitive information such as bank account details.

- Ways of identifying phishing messages: -
  1- messages, include misspelled words, grammar errors.
  2- requests for too much personal data.

To protect your personal data from hackers:

A) You need a strong password through a password manager

❖ A password manager

1- creates a strong, unique password for each of your accounts.
2- It also tells you if the passwords you already have are too weak or if you've reused them.
3- It can even tell you if one of your passwords has been stolen online.

Multi-factor authentication (MFA):

This means you provide at least two ways of identifying yourself.

Such as: 1- a password or PIN (personal identification number).

2-a factor you have, such as an email or a one-time code.

work sheet

A) <u>Choose the correct answer:-</u>

1- ………..is sending a fake message via email or social media applications that looks real.

a- Smishing b- phishing c- virus

2- When you open scam message attachments data stealing software is …………on your PC.

a- Updated b- deleted c- installed

3- Phishing messages can be identified by containing…………….

a- Trusted information. c- spelling errors.

b- accurate information.

4- Smishing is the same thing as phishing but it is sent by…………

a- E- mails b- text message c- social media sites

5- Passwords can be strengthened by………..

a- Multi factor authentication c- web browsers

b- Anti-virus software

B) <u>Complete the missing parts using the words between the brackets: (phishing – smishing – multi factor authentication – password manager)</u>

1- …………….. helps you to create strong passwords for your account.

2- ……………. provides at least two ways of identifying yourself.

3- …………….is sending a message via email to steal your data.

4- …………….is sending a message via text message to steal your data.



November Revision

Mr. Ahmed Elbasha

(1) Choose the right answer :

1. To change the title of a folder, choose the .... command.

a. Rename b. New c. Save

2. Select .... command from main menu, to create a folder.

a. New b. Rename c. Save

3. Store and share information with ....

a. New b. folder c. Flash Memory

4. You should .... the research topic into smaller subtopics.

a. critically b. divide c. information

5. The .... is very big and you must decide exactly what information you want.

a. divide b. information c. internet

6. An intranet is used to share in a .... and is more secure.

a. Open network b. Closed network c. Online

7. To create a simple formula in a cell, first type the .... this tells Excel you are creating a formula.

a. sign " = " b. sign " x " c. sign " / "

8. The first stage of problem solving is .... what's the issue? Is it a hardware or software problems?

a. Defining the problem b. Internet c. Router

9. The .... contains a huge amount of information.

a. data b. Internet c. School

10. .... is used to store files

a. Flash memory b. Router c. Scanner

11. To store and data we use ....

a. HDMI b. hard disk c. Router

12. We can use .... to learn about a lesson

a. Braille b. E-commerce c. YouTube

13. If the browser running slow, the solution is ....

a. Remove apps

b. Check internet connection

c. Buy another computer

14. .... is a program used for writing reports

a. PowerPoint b. Excel c. Word

15. .... connect computers with each other, to share important information and data.

a. Computer networks b. Ethernet port c. Bluetooth

16. WWW is short for ....

a. World Wide Web b. Work With World c. Way We Walk

17. .... is available for free to all Egyptians who register on the site.

a. Egyptian Knowledge Bank

b. Intranet

c. Bluetooth

18. The .... is a limited network.

a. Internet b. Intranet c. World Wide Web

19. To change the title of a folder, choose the .... command

a. Delete b. Rename c. Close

20. We can give a folder a name by ....

a. right clicking + New

b. right clicking + Rename

c. right clicking + Delete

21. Mr. Jeff Kerby travels with his camera and ....

a. Several camera lenses and hard drives.

b. Batteries for the camera and a laptop.

c. All of the above.

22. Mr. Jeff Kerby use his phone to take quick photos and to navigate With ....

a. The GPS mapping tool.

b. Camera and a laptop.

c. Photos.

23. Mr. Kerby backs up all of the images he has taken with his camera or drone onto two ....

a. Flash Memory.

b. External hard drives.

c. DVD drives.

24. .... **means having the legal right, or copyright, to publish or sell the photos.**

a. Owning a phone.

b. Owning photos.

c. Owning a Laptop.

✸(2) Put (√) or (X)

1. Virtual meetings or video calls , provide effective method to mentor others. ( )
2. Sharing information has never become vital in our day-to-day lives. ( )
3. Computer networks connect computers with each other, to share important information and data. ( )
4. There are no solutions for computer issues ( )
5. Computer networks give people of determined more independence at home . ( )
6. WWW is short for World Wide Web. ( )
7. A School's computer lab could have its own closed computer network. ( )
8. Egyptian Knowledge Bank is available free to all Egyptians who register on site. ( )
9. The internet is a limited network. ( )
10. Braille makes it more difficult to read for people of determination. ( )
11. ICT tools help people of determination do their daily tasks easily. ( )
12. You can reach a lot of people using the internet ( )
13. The Egyptian Knowledge Bank has a lot of interesting information. ( )
14. Each file must be given a unique title. ( )
15. To change the title of a folder, choose the delete command. ( )
16. We cannot add sub-folder to the main folder. ( )
17. To create a new folder, right click on the place where you want and select new, then select Folder. ( )
18. The Internet contains a huge amount of information. ( )
19. To change the title of a file/folder, choose the copy command. ( )
20. All problems have solutions if we followed the right process ( )
21. We should regularly check for software updates ( )
22. We can give a folder a name by right clicking + Rename ( )
23. We can't search for any needed information ( )
24. The internet contains a very small amount of information ( )
25. A closed network can be used in a school computer laboratory ( )

26. There is no way to keep your Personally Identifiable Information (PII) secure.	( )
27. There is no way to create a backup of your files.	( )
28. Some apps and software programs back up data automatically.	( )
29. Limit personal information you share online, one of ways to protect your files.	( )
30. You need to protect these files from viruses, software problems, or human errors, such as dropping and breaking your laptop.	( )
31. Jeff Kerby is an archaeologist and an explorer.	( )
32. Jeff Kerby took only his phone on his trips.	( )
33. Photographers can protect their work from copyright by placing a watermark on their photos.	( )
34. Jeff Kerby ensures that his work is protected.	( )
35. Copyright is not against Egyptian law.	( )
36. Jeff Kerby worked on exciting photography expeditions in Africa, North America, and the Arctic.	( )
37. Anyone can use photographs taken by others without asking permission or without purchasing the right to use the image .	( )
38. Mr. Kerby backs up all the images he has taken.	( )
39. Your password should be strong	( )
40. You should back up your data	( )
41. Your data can be stolen if you have a weak password	( )
42. An external hard drive can be used to save your files securely	( )

✹(3) TRY TO ANSWER:

1

Complete from words between brackets:

(Antivirus software - hacker - personal identifiable information - your passwords - protect)

1. Personal information (PII) means ....
2. You should know how to .... the files that you create or store on a device.
3. Hackers use the Internet to break into computer systems and steal ....
4. Using .... on all your devices, one of the ways to keep your Personal information (PII) safe.
5. A .... can use an adult's bank account number to steal his money.

2

Match from (A) to the suitable answer from (B):

A	B
1. Problem: Slow to download.	**a.** Possible solutions: Shut down and restart; check for software updates; delete unwanted apps.
2. Problem: Browser running slow.	**b.** Possible solutions: Use the software to troubleshoot your Wi-Fi connection; check that the router is connected and restart it.
3. Problem: Computer slows down when opening an app.	**c.** Possible solutions: Restart computer and router; check internet speed.
4. Problem: No internet connection.	**d.** Possible solutions: Check Wi-Fi signal; make sure to update the apps on your device.

1- **2-** **3-** **4-**

3

Match from (A) to the suitable answer from (B):

A	B
1. Kilobytes (KB)	**a.** Possible solutions, restart computer and router; check internet speed.
2. A way to access something	**b.** 1024 byte
3. Consists of device 1 linked to the internet via Wi-Fi .	**c.** Gateway
4. Byte	**d.** Internet of Things
5. Problem, slow to download	**e.** 8 bits

1- 2- 3- 4- 5-

4

Match from (A) to the suitable answer from (B):

A	B
1. Bit	**a.** The largest unit of data
2. Problem: Not able to store files.	**b.** We communicate using them every day
3. consists of devices linked to the internet via Wi-Fi.	**c.** Not enough space - move old files to an external drive.
4. Terabyte (TB)	**d.** Internet of Things
5. computer networks	**e.** The smallest unit of data.

1- 2- 3- 4- 5-

Model Answer

(1) Choose the right answer :

1. A	**5.** C	**9.** B	**13.** B	**17.** A	**21.** C
2. A	**6.** B	**10.** A	**14.** C	**18.** B	**22.** A
3. C	**7.** A	**11.** B	**15.** A	**19.** B	**23.** B
4. B	**8.** A	**12.** C	**16.** A	**20.** B	**24.** B

(2) Put (√) or (X)

1. (√)	**8.** (√)	**15.** (X)	**22.** (√)	**29.** (√)	**36.** (√)
2. (X)	**9.** (X)	**16.** (X)	**23.** (X)	**30.** (X)	**37.** (X)
3. (√)	**10.** (X)	**17.** (√)	**24.** (X)	**31.** (X)	**38.** (√)
4. (X)	**11.** (√)	**18.** (√)	**25.** (√)	**32.** (X)	**39.** (√)
5. (√)	**12.** (√)	**19.** (X)	**26.** (X)	**33.** (√)	**40.** (√)
6. (√)	**13.** (√)	**20.** (√)	**27.** (X)	**34.** (√)	**41.** (√)
7. (√)	**14.** (√)	**21.** (√)	**28.** (√)	**35.** (√)	**42.** (√)

(3) TRY TO ANSWER:

1

1. personal identifiable information
2. protect
3. password
4. antivirus software
5. hacker

2

1- c **2-b** **3-a** **4-d**

3

1-b **2-c** **3-d** **4-e** **5-a**

4

1- e **2-c** **3-d** **4-a** **5-b**

November Exam
5th grade

Choose the correct answer from the following:

1- You can use .... program to prepare presentations.
(a) PowerPoint (b) Word (c) Excel

2 - Make sure that the router is connected, and restart the router are possible solutions to the problem ....
(a) slow computer (b) slow search engine (c) disconnection of the Internet

3 - .... can be considered as a simple container for storing information that can be accessed by scanning with the phone's camera.
(a) QR code (b) flash memory (c) scanner

4- To create a main folder, you must choose the command .... from the shortcut menu, including choosing (folder).
(a) Refresh (b) New (c) View

5- When looking for information, the first step is always ....
(a) division of topics (b) selection of research topic (c) sharing of results

6 - When selecting keywords to search for sub-topics, it is not a good idea to use .....
(a) full sentences (b) synonyms word (c) exact words

7 -............... used to share information over a closed network, which is more secure.
(a) Internet (b) intranet (c) the World Wide Web.

8- To sort the information alphabetically, go to the ....bar and the Data, choose sort.
(a) title (b) tool (c) formulas.

9- To subtract the values in columns A, C, and E of row (6), we use the formula
(a) =A6-C6-E6 (b) A6-C6-E6 (c) =A6/C6/E6

10 – You can keep backup copies of your photos and files on ....
(a) external hard disk (b) digital camera (c) drone

11- Using pictures taken by others without asking their permission is considered .....
(a) backup (b) copyright infringement (c) sharing

12- The photographer may sometimes have to .... to ensure copyright protection
(a) watermarking (b) sharing low Resolution images (c) both of them

13 - reverse .... searches enables you to preserve copyright and intellectual property rights.
(a) images (b) video (c) keywords

14 - To maintain the security of personally identifiable information, you must ....
(a) using a strong password
(b) subscribing to unknown websites (c) turning off device updates

15 - .... is considered smaller in size than the external hard disk, but it is used for the same purpose.
(A) Flash memory (B) Digital camera (C) Drone

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